

DEPARTMENT OF
PUBLIC HEALTH AND HUMAN SERVICES
IMMUNIZATION PROGRAM



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TO: Vaccines for Children (VFC) Providers

FROM: *Elizabeth* LeLacheur, VFC/Vaccine Manager
Montana Immunization Program

DATE: June 18, 2010

SUBJECT: **Borrowing Policy**

A copy of Montana's VFC Borrowing Policy is included in this mailing. This policy allows documentation of vaccine borrowed from and loaned to the VFC Program stock. Please document the movement of vaccine to and from your VFC stock and keep this information on file in your office. The Health Education Specialists will ask to see this information during site reviews. The policy also includes instruction on how to document vaccine borrowing on the Monthly Vaccine Report. This policy is effective immediately.